DIRECT PAYROLL DEPOSIT

Instructions

☐ New Account for SAU Payroll ☐ Change Existing Account with SAU Payroll

Student Name Student ID #

Please indicate how much of your Net Earnings (up to 25%) to be electronically transferred to your Personal Bank Account:

To Your Bank Account (up to 25%): _____

Type of Account: ☐ Checking ☐ Savings

Note: Unless special arrangements are made with the Student Finance Office, at least 75% of your net earnings (unless you are on the Federal Work Study Program) will go to your student account.

ATTACH A VOIDED CHECK or Verification Letter from your Bank with the Routing number & Account number

The numbers at the bottom of the voided check identify your bank and bank account.

The account number I have specified above is to be used for the direct deposit of my net payroll earnings as indicated by the above percentage.

Your Signature Date